

HAMPDEN TOWN COUNCIL  
HAMPDEN MUNICIPAL BUILDING  
AGENDA

MONDAY

SEPTEMBER 16, 2019

7:00 P.M.

- A. PLEDGE OF ALLEGIANCE
- B. CONSENT AGENDA
  - 1. SIGNATURES
  - 2. SECRETARY'S REPORTS
    - a. None
  - 3. COMMUNICATIONS
  - 4. REPORTS
    - a. Finance & Administration Committee Minutes – 8/19/2019
    - b. Infrastructure Committee Minutes – None
    - c. Planning & Development Committee Minutes – 08/07/2019
    - d. Services Committee Minutes – 08/12/2019
- C. PUBLIC COMMENTS
- D. POLICY AGENDA
  - 1. NEWS, PRESENTATIONS & AWARDS
    - a. Recognition of Armstrong Tennis Center's 50<sup>th</sup> Anniversary doing business in Hampden – *requested by resident Susan Starbird*
  - 2. PUBLIC HEARINGS
    - a. Consideration of an Emergency Ordinance Regarding Medical Marijuana Registered Caregiver Operations – *referral from Council on Sept. 9<sup>th</sup>, 2019*
  - 3. NOMINATIONS – APPOINTMENTS – ELECTIONS

**NOTE: The Council will take a 5-minute recess at 8:00 pm.**

AGENDA

4. UNFINISHED BUSINESS - None

5. NEW BUSINESS

- a. Council award of the Police utility cruiser bid to Quirk Auto Group of Augusta for the 2020 Ford Interceptor- *referral from Finance & Administration Committee*
- b. Request for authorization for the expenditure of \$33,254 from Police Cruiser Reserve (3-753-00) to purchase a 2020 Ford Interceptor – *referral from Finance & Administration Committee*
- c. Request for authorization for the expenditure of \$7,500 from Rec Area Reserve (3-767-00) to pay Plymouth Engineering for final engineering services for the permitted portion of the Western Avenue Stormwater & Parking Project – *referral from Finance & Administration Committee*
- d. Request for authorization for the expenditure of an amount up to \$1,300 from Library Reserve (3-763-00) to replace the fire escape at the Edythe Dyer Library – *referral from Finance & Administration Committee*
- e. Request for authorization for the expenditure of an amount up to \$1,299 from DPW Equipment Reserve (3-717-00) for the replacement of the existing salt applicator for the small 2520 John Deere tractor – *referral from Finance & Administration Committee*
- f. Approval of Council Order 2019-07 Authorizing Weir Installation and Eel Research at Papermill Park
- g. Council referral to public hearing proposed amendments to the Town of Hampden General Assistance Ordinance – *as prepared by the Office for Family Independence, State of Maine DHHS*
- h. Councilor/Management interaction – *requested by Councilor McAvoy*

E. COMMITTEE REPORTS

F. MANAGER'S REPORT

G. COUNCILORS' COMMENTS

.....  
MONDAY

SEPTEMBER 16, 2019

7:00 P.M.

AGENDA  
.....

H. ADJOURNMENT

**Town of Hampden****FINANCE & ADMINISTRATION COMMITTEE MEETING**

Monday, August 19th, 2019

**6:00 P.M.**

Hampden Town Office

**Minutes***Attending:*

*Councilor Wright, Chair*

*Mayor McPike*

*Councilor Ryder*

*Councilor Marble*

*Councilor Jarvi*

*Councilor McAvoy*

*Christian Bailey, Public Safety Dir.*

*Jessica Albee*

*Jenn Mahon*

*Chair Wright called the meeting to order at 6:03 p.m.*

**1. Approval of Minutes**

**a. August 5, 2019-**

*Councilor Jarvi made a motion, seconded by Mayor McPike, to approve the August 5<sup>th</sup> minutes. 5-1-0.*

**2. Review & Sign Warrants –**

*Committee members reviewed and signed the disbursement warrants.*

**3. Unfinished Business**

**a. Council rules – Continued from 8/5/19 meeting**

*Questions made by Councilor McAvoy about legality of Council rules meetings. Discussion had whether meetings were held out of the public scope. Discussion tabled with intent to move the topic of subcommittee's actions to the full council when the Interim Manager, Paula Scott returns.*

**4. New Business**

- a. Council approval to accept \$10,000 deposit into Reserve Account G 3-717-00 FY20 to repay the down payment for the Dump Truck – request from Director of Public Works, Sean Currier**

# **Town of Hampden**

Finance & Administration Committee Meeting  
08-19-2019  
Minutes

*Mayor McPike moved to recommend approval of \$10,000 reimbursement to Reserve account 3-717-00 FY20, seconded by Councilor Marble. Unanimous 6-0-0.*

5. Manager's Items - None

6. Public Comment - None

7. Committee Member Comments - None

8. Adjournment

*With no other business to attend, the meeting adjourned at 6:20 p.m.*

*Jessica Albee,  
Recording Clerk*



Town of Hampden  
**Planning and Development Committee**

Wednesday August 7, 2019, 6:00 pm

Municipal Building Council Chambers

**Minutes**

Attending:

Committee/Council

Eric Jarvi - Chair  
 Dennis Marble  
 Mayor McPike  
 Stephen Wilde

Staff

Karen Cullen, Town Planner  
 Jared LeBarnes, Building Official

Public

George Purvis  
 John Higgins  
 Phil Stark  
 Elizabeth Orr

Chairman Jarvi called the meeting to order at 6:00 pm.

1. Minutes for the July 17, 2019 meeting – **Motion** to approve as submitted made by Councilor Marble; second by Mayor McPike; carried 4/0/0.
2. Committee Applications: None
3. Citizen's Initiatives: None
4. New Business:
  - a. Regulating marijuana activities. Planner Cullen gave a brief synopsis of her memo dated July 30, and a brief description of four recent inquiries she has received from people interested in starting medical marijuana cultivation at various scales. George Purvis and John Higgins spoke about the potential for commercial scale medical marijuana cultivation at the Perry Farm property, a portion of which at some point will be owned by John. Discussion ensued, main points were:
    - medical marijuana cultivation is only permitted in the industrial districts
    - the farm is zoned Residential B but is adjacent to the Industrial Park district – across the railroad tracks and Route 202
    - a zoning map amendment to rezone a portion of the property to Industrial Park is the fastest and easiest way to allow medical marijuana cultivation on the site
    - rezoning would allow any use permitted in the Ind Park district, and the town cannot limit allowed uses in a rezoning like this
    - this area may not be suitable for industrial activities, since there is no access (or potential for access) to Route 202
    - from a broader perspective, the town will need to decide how to handle how marijuana activities are regulated – i.e. in the Marijuana Ordinance or in the Zoning Ordinance (or both), as well as whether to allow only in certain zoning districts or by contract zoning (not currently authorized in our ordinance) or some other method.

Chairman Jarvi noted the P&D and staff will continue to work on this issue and encouraged attendees to keep an eye on the town's website and P&D agendas for when this will come up in the future.

- b. Potential noise ordinance. Planner Cullen noted that this issue was discussed at a recent Infrastructure Committee meeting and was referred to the P&D for additional discussion. Staff had researched noise ordinances and included several samples in the packet.
      - Some councilors thought some of the samples were too restrictive
      - While some complaints were received in recent months, staff does not believe it has been any worse than other years, noting we get an increase in complaints every construction season.
      - Consensus of the Committee is to not pursue enacting a noise ordinance at this time.
5. Unfinished Business:
  - a. Update on potential Property Maintenance Ordinance. Building Official LeBarnes stated the Bangor Daily News had recently done an article on this issue, and since then three property owners have contacted the code enforcement team to discuss demolition of their structures. These include a property on Kennebec Road, the burned out building next to Dollar General, and a barn on Patterson Road. Phil Stack expressed gratitude for this but noted he thinks it is still important for the town to consider regulations to prevent these situations from getting to this point in the first place. Elizabeth Orr agreed.
  - b. Pine Tree Landfill Environmental Monitoring Report. It was noted that the final report from Drumlin Environmental, LLC, will be received later this month and the item will be on the September P&D meeting.
6. Zoning Considerations/Discussions:
  - a. Policy discussion regarding cluster developments with private roads. Planner Cullen summarized her memo dated July 30, noting the Planning Board will be holding a public hearing on amendments to the zoning ordinance on Aug 14<sup>th</sup>. An idea that has been incorporated into the proposed amendments to the cluster housing provisions is to further relax the standards for cluster developments if a project were to have all the roads and infrastructure remain in private ownership. The Planning Board is seeking comments from P&D. The Committee had several concerns with the concept:
    - Homeowner Associations tend to be weak, especially over time, and there is concern that the roadways would not be maintained; this could lead to problems with access for public safety vehicles.
    - The HOA fees would be higher, potentially negating any cost savings for property owners seeking a lower cost option (versus a large house on a large lot).
    - The risk to the residents of the development is felt to be too high.
    - The P&D supports the goal of increasing diversity of housing options for people, but does not want to put residents at potential risk if private roads and infrastructure are not properly maintained.
7. Staff Report: Chairman Jarvi noted that Interim Town Manager Scott had given the Council an update on the Chevron oil spill funding at the Council meeting the other night.
8. Public Comments: None
9. Committee Member Comments: None.
10. Adjournment: Chairman Jarvi adjourned the meeting at 7:27 pm.

Items from this meeting for September P&D Meeting:

- Pine Tree Landfill report
- Update on marijuana training

Respectfully submitted by  
Karen Cullen, Town Planner

Services Minutes 8/12/19  
be appointed to

Recommended to Council that Sharon Kobritz be appointed to the Library Board

Under Unfinished Business:

Discussed the status and use of the Kiwanis Center.

Asked for a report back from staff, including Code, as to the state of the building and a cost estimate for safety and efficiency improvements

Requested that the Town Manager check with legal concerning liability of third party use of the building and a possible contract with a volunteer supervisor

Concerning the Western Ave Recreation Center parking and storm water remediation, it was the consensus of the Committee that:

1. We make improvements to access and parking a priority as these problems were what drove the project on the first place
2. Final engineering should be completed all at once, where actual construction and remediation could be accomplished in phases
3. All possible sources of funding and other forms of contribution should be solicited, including private fund raising and naming opportunities, financial support from the Environmental Trust, and in kind donations of equipment and labor
4. The Town Manager and Director of Public Works should make the hiring of the new position supported by the budget a priority

The Committee requested that certain cost estimates, especially for final engineering, be provided at the September meeting. Councilor Jarvi agreed to provide at least a sense of what the Environmental Trust might contribute towards storm water mitigation.

Concerning the Town Center project, it was the consensus of the Committee that this be assigned to the Planning and Development Committee.

Under New Business:

The Committee agreed not to lose sight of the need for dredging in the Penobscot near the marina and boat launch. This will also connect with economic development efforts.



D-1-a

# Armstrong Tennis Center

60 Mecaw Road, Hampden, ME

(207) 942-4836

**ATC 50<sup>th</sup>  
Anniversary**

## **PUBLIC INVITED**

**50th Anniversary Celebration**  
**Armstrong Tennis Center - ATC**

**September 29, 2019**

**12-5 p.m.**

**Pickle Ball & Tennis**

*Armstrong Tennis Center is an indoor tennis facility located in Hampden, Maine.*

*We have 4 indoor tennis courts. Adult tennis programs, junior tennis programs, summer tennis camps, adult league tennis, pickleball, clinics and private lessons are all available to the public.*

**60 Mecaw Road in Hampden • 207-942-4836 • [www.armstrongtennis.com](http://www.armstrongtennis.com)**

**From:** Susan E. Starbird [mailto:[bdstar@midmaine.com](mailto:bdstar@midmaine.com)]

**Sent:** Tuesday, September 10, 2019 3:31 PM

**To:** Paula Scott ([clerk@hampdenmaine.gov](mailto:clerk@hampdenmaine.gov))

**Subject:** Checking to see if the Hampden Town Council usually do a Proclamation on the Armstrong Tennis Center (ATC) in Hampden on being in business 50 years this month

**Importance:** High

Good Tuesday Afternoon Paula,

It was great seeing you recently. I am so proud of you in taking the Interim Town Manager Position, as well as continuing to serve as Town Clerk. Pace yourself! :)

The Armstrong Tennis Center (**ATC**) – formerly known as Bangor Tennis & Recreation – is celebrating its **Golden Anniversary** in 2019 and in the Month of September 1969 is when the Club first opened.

Per your request, I am sending you this e-mail in regard to checking to see if the Hampden Town Council usually do a Proclamation when a business is celebrating its 50th year of being in operation or not.

You informed me when I saw you that if the Council does do such Proclamations, you would see that such item would be placed as an Agenda Item on the next Hampden Town Council Agenda for the next Hampden Town Council Meeting that will be held **next Monday, September 16 at 7:00 PM.**

The Club is having a **Golden Anniversary Party** at its **60 Mecaw Road Location** on **Sunday, September 29 from 12 Noon to 5:00 PM** and the General Public is invited to attend.

Attached to this e-mail are two flyers that are being used to advertising the special celebration for your information:

- SAVE THE DATE – 50th Anniversary Celebration of Armstrong Tennis Center – Hampden, Maine (8.24.19)
- 50th Anniversary – September 2019 -- Bangor Chamber News Insert (8.30.19)

Thank you for your assistance in this matter.

I look forward to hearing back from you to learn whether the Hampden Town Council does Proclamations for businesses in the community that have reached the milestone of being in business for 50 years.

I called you directly a short time ago this afternoon, but where you were not available, I went to your voicemail and I left a detailed message there for you.

I will give you another call tomorrow – Wednesday, September 11 – to see if you received this e-mail, as well as to check and see if you need anything else from me.

Warmest regards,  
Susan

Susan E. Starbird  
Armstrong Tennis Center's Pickleball Administrative Assistant,  
Communications Director and Pickleball Instructor  
Greater Bangor Maine Pickleball Communications Director  
Professional Pickleball Registry (PPR) - Charter Member  
Pickleball Tournament Referee  
207-862-6262 (Home)  
207-745-2386 (Cell - Text me here)  
[bdstar@midmaine.com](mailto:bdstar@midmaine.com)

*"If you build it, they will come"*

**[Greater Bangor Maine Pickleball](#)**





**TOWN OF HAMPDEN, MAINE**

**PROCLAMATION**

- WHEREAS,** The Town of Hampden, Maine welcomes and supports business development, growth and retention; and
- WHEREAS,** Armstrong Tennis Center is an indoor tennis facility located in Hampden, Maine serving the residents of the Town and the region; and
- WHEREAS,** Armstrong Tennis Center, formerly known as Bangor Tennis & Recreation, first opened for business in the month of September in 1969; and
- WHEREAS,** September of 2019 marks the 50<sup>th</sup> Anniversary of Armstrong Tennis Center;

**NOW, THEREFORE,** the Town Council of the Town of Hampden, Maine, does hereby proclaim the day of Sunday, September 29<sup>th</sup>, 2019

as

**ARMSTRONG TENNIS CENTER DAY**

In Hampden, Maine, and encourages all citizens to pay homage to this long-standing corporate citizen by taking part in a Golden Anniversary Party for

Armstrong Tennis Center

to be held on Sunday, September 29<sup>th</sup> from 12:00 until 5:00 in the afternoon  
at 60 Mecaw Rd., Hampden, Maine

**IN WITNESS WHEREOF,**

I, Mayor Ivan McPike on behalf of the Town Council, have hereunto set my hand and caused the official seal of the Town of Hampden, Maine to be affixed on this day of September 16<sup>th</sup>, 2019.

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Mayor Ivan McPike



Town of Hampden

Town Planner

## Memorandum

From: Karen M. Cullen, AICP, Town Planner *KMC*  
Date: September 10, 2019  
RE: Emergency Ordinance Regarding Medical Marijuana Registered Caregiver Operations

On September 6, the Town Council's Planning & Development Committee discussed the new situation municipalities are facing with the recent changes in the state laws and rules regarding medical marijuana. Among those changes are modifications in how much marijuana a registered caregiver is permitted to grow and how they are allowed to operate, and the addition of authorization for municipalities to regulate registered caregivers, provided they are not banned and there is no limit placed on the number in a municipality. The P&D Committee requested that staff draft an emergency ordinance to allow time for the development of permanent regulations for the Marijuana Ordinance.

The Emergency Ordinance has been drafted and reviewed by the Town Attorney. On September 9, 2019, the Town Council voted to refer this emergency ordinance for public hearing at the Town Council meeting on September 16, 2019, at 7:00 in the Council Chambers at the Municipal Office Building. Interested parties should attend this hearing.

## **Town of Hampden**

### **EMERGENCY ORDINANCE REGARDING MEDICAL MARIJUANA REGISTERED CAREGIVER OPERATIONS**

WHEREAS, the legislative body of the Town of Hampden (the "Municipality") makes the following findings:

- (1) The Maine Medical Use of Marijuana Act (the "Act") was passed by the Maine Legislature in 2009 and has been codified in the Maine Revised Statutes ("M.R.S.A.") in Title 22, Chapter 558-C and amended in 2018; and
- (2) The Act (22 M.R.S.A. § 2430-D(3)) and the Maine Medical Use of Marijuana Program Rules promulgated pursuant thereto (10-144 CMR Ch. 122, § 6(K)), permit an unlimited number of medical marijuana registered caregivers to operate on a single parcel, which raises legitimate and substantial questions about the impact of properties where multiple registered caregivers operate in the Municipality, including questions as to compatibility with existing land uses and developments; potential adverse health and safety effects on the community; and potential impacts on the value of abutting properties; and
- (3) The Act permits a municipality to regulate registered caregivers provided they are not prohibited and there is no limitation on the number operating in the municipality (22 M.R.S.A. § 2429-D); and
- (4) As a result of the foregoing issues, the operation of multiple medical marijuana registered caregivers on a single parcel within the Municipality has potentially serious implications for the health, safety and welfare of the Municipality and its residents; and
- (5) The Municipality currently has no regulations governing medical marijuana registered caregivers, and existing ordinances are insufficient to prevent serious public harm that could result from the unregulated development of properties with multiple registered caregivers; and
- (6) The Municipality intends to draft and adopt a new section of the Town of Hampden Maine Marijuana Ordinance to regulate medical marijuana registered caregivers within the Municipality, which process will take time to ensure appropriate regulation of this use; and
- (7) In the judgment of the Hampden Town Council, the foregoing findings and conclusions constitute an emergency within the meaning of 30-A M.R.S.A. § 4356 and Section 214 of the Hampden Town Charter requiring immediate legislative action.

NOW THEREFORE, pursuant to 30-A M.R.S.A § 4356, be it ordained by the Municipality as follows:

**Section 1. Limitation.** The Municipality does hereby declare that to protect the public health, safety, and welfare, that to the extent authorized by the Act, there shall be allowed to operate on a single property, as that term is defined in the Town of Hampden Maine Marijuana Ordinance, no more than one medical marijuana registered caregiver within the Residential A, Residential B, and Town Center zoning districts, and no more than three medical marijuana registered caregivers within any other zoning districts.

No person or organization shall exceed these limits on or after the effective date of this Ordinance. During the time this Emergency Ordinance is in effect, no officer, official, employee, office, administrative board or agency of the Municipality shall approve any application for an operation exceeding these limits.

**Section 2. Pending Proceedings.** Notwithstanding 1 M.R.S.A. § 302 or any other law to the contrary, this Emergency Ordinance shall govern any proposal for multiple medical marijuana registered caregivers that exceeds the limits set forth in Section 1 for which an application for a building permit, certificate of occupancy, site plan or any other required approval has been submitted to the Municipality, prior to the enactment of this Emergency Ordinance, whether or not it is a pending proceeding,.

**Section 3. Medical Use of Marijuana Act.** This Ordinance will not limit any other privileges or rights afforded by the Maine Medical Use of Marijuana Act (22 M.R.S.A. Chapter 558-C). This Ordinance shall not be construed as a vote to allow caregiver retail stores, registered dispensaries, testing facilities, or manufacturing facilities pursuant to 22 M.R.S.A. § 2429-D(3), except to the extent such uses are already allowed under the Town of Hampden Zoning Ordinance.

**Section 4. Personal Use of Marijuana.** This Ordinance will not limit the privileges or rights concerning the personal use of marijuana afforded by the Maine Adult Use Marijuana Law (28-B M.R.S.A. Chapter 3)).

**Section 5. Conflicts/Savings Clause.** Any provisions of the Municipality's ordinances that are inconsistent or conflicting with the provisions of this Emergency Ordinance are hereby repealed to the extent applicable for the duration of this Emergency Ordinance. If any section or provision of this Emergency Ordinance is declared by any court of competent jurisdiction to be invalid, such a declaration shall not invalidate any other section or provision.

**Section 6. Violations.** If any property is found to be in violation of this Emergency Ordinance, each day of any continuing violation shall constitute a separate violation of this Emergency Ordinance and the Municipality shall be entitled to all rights available to it pursuant to 30-A M.R.S.A. § 4452, including, but not limited to, fines and penalties, injunctive relief, and its reasonable attorney's fees and costs in prosecuting any such violations.

**Section 7. Effective Date.** This Emergency Ordinance shall become effective immediately upon its adoption and shall remain in full force and effect for a period of 60 days thereafter, unless extended pursuant to law by the Municipality.

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

Certified by: \_\_\_\_\_  
Paula Scott, Town Clerk

D/C Scott Webber  
Inv. Joel Small  
Ofc. Ben Eyles  
Ofc. Marc Egan  
Ofc. David Mushrall  
Ofc. Monic Christian

Sgt. T.D. Stewart  
Ofc. J.D. Burke  
Ofc. Shawn Devine  
Ofc. Wm. Miller  
Ofc. Tony Lorenz



U D-5-a  
U D-5-b  
FF Jared LeBarnes  
FF Shaun McNally  
FF Matt Roope  
FF Gavin Webb  
FF Ken Roy  
FF Oliver Bianchi

Pierre  
nton  
FF Max Thomas  
CEO Myles Block  
FF Chris Liepold  
FF Ed Gardella  
FF Chad Spann  
FF Mike Simmons

Kandy McCullough, Office Manager  
Chief Christian Bailey, Director of Public Safety

POLICE

FIRE

EMS

CODE ENFORCEMENT

LOCAL HEALTH OFFICE

## MEMORANDUM

TO: Paula Scott, Town Manager  
FROM: Christian Bailey, Public Safety Director  
RE: Police Utility Vehicle Bid Award  
DATE: September 12, 2019

We received eleven bids for the police utility vehicle which will replace the 2013 Ford Interceptor. The bids are included with this memo.

We recommend the bid be awarded to Quirk Auto Group of Augusta for the 2020 Ford Police Interceptor utility vehicle. The bid price is \$33,254.00. The Ford Interceptor is consistent with most of our fleet and will allow us to transfer some equipment from the replaced vehicle.

I request the police utility vehicle be funded from the Town of Hampden Reserve Account. (3-753-00)



## Police Utility Cruiser Bids-8-22-19 at 12:00 p.m.

<b>VENDOR</b>	<b>Vehicle</b>		<b>PRICE</b>
Quirk Auto Group-Augusta	2020 Ford Police Interceptor		\$ 33,254.00
Quirk Auto Group-Augusta	2020 Ford Police Interceptor-Alternate		\$ 42,695.00
Quirk Auto Group-Augusta	2020 Chevrolet Tahoe		\$ 37,088.32
Thornton Brothers-Lincoln	2020 Dodge Durango-V6		\$ 32,626.00
Thornton Brothers-Lincoln	2020 Dodge Durango-V8 5.7 Liter		\$ 35,126.00
Hight Ford-Skowhegan	2020 Ford Police Interceptor		\$ 41,164.00
O'Connor GMC Buick	2020 Chevrolet Tahoe-Special Services Package		\$ 35,961.00
O'Connor GMC Buick	2020 Chevrolet Tahoe-Pursuit Package		\$ 36,533.00
Darlings Auto Mall-Ellsworth	2020 Dodge Durango		\$ 34,295.00
Darlings Chevrolet-Ellsworth	2020 Chevrolet Tahoe		\$ 37,200.00
Darlings Ford-Bangor	2020 Police Interceptor		\$ 36,664.00

Current Account Status

G 3-753-00 RESERVE ACCT / POLICE CRUIS

-48,709.51 = Beg Bal                      0.00 = YTD Net                      -48,765.12 = Balance  
-55.61 = Adjust                      0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type		Debits	Credits
07	0004		07/02/19		BBA RESEVE INT/FMV CHANGE	B	GJ	0.00	55.61
Totals-								0.00	55.61

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	0.00	0.00	55.61
Totals	0.00	0.00	0.00	55.61



## Plymouth Engineering, Inc.

P.O. Box 46 - 30 Lower Detroit Road

Plymouth, Maine 04969

info@plymouthengineering.com

tel: (207) 257-2071 fax: (207) 257-2130

### *Professional Services Agreement*

Date: August 01, 2019

Client: Town of Hampden  
106 Western Avenue  
Hampden, ME 04444

Project: Final Engineering Services for Western Avenue Municipal Properties  
Project Number: 18234

**Scope of Services:** Services for the Project will be to provide final engineering of improvements shown on the permitting plans that have been approved by the Town of Hampden Planning Board and Maine DEP. Additionally, Engineer will prepare a Project Manual of bid documents and technical specifications suitable for competitive, public bidding to potential contractors of the overall project as a single bid document package. Engineer will also assist Client with conduct of a pre-bid meeting, collection/review of bids, and preparation of contract documents between Client and eventually-selected Contractor.

**Fee for Services:** Fees will be billed, based upon work completed during the billing period and our standard hourly rates plus reimbursable expenses for a fee not to exceed \$7,500 for the scope provided. If the project is bid as multiple smaller projects, the additional bid packages can be prepared on an hourly basis or set fee when requested.

Invoices will be submitted monthly, and payment is expected within thirty (30) days. Outstanding invoices will be subject to 1 1/2 % interest per month, plus all reasonable collection and legal fees.

Retainer Amount: None.

Special Conditions: None.

Standard Terms and Conditions of Agreement attached below form part of this Agreement

Engineer: Plymouth Engineering, Inc.  
By: Scott E. Braley

Client: Town of Hampden  
By: Paula A. Scott

Signature

Signature

President

Title

Interim Town Manager

Title

August 01, 2019

Date

September 4<sup>th</sup>, 2019

Date



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## *Standard Terms and Conditions of Agreement*

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The CLIENT shall provide access to the site for activities necessary for the performance of the services. The ENGINEER will take precautions to minimize damage due to these activities, but shall not be held liable for any such damage.

Invoices for ENGINEER's services shall be submitted, at the ENGINEER's option, either monthly or at the completion of the project. Invoices shall be payable within 30 days after the invoice date. If the invoices are not paid within 30 days, the ENGINEER may, without waiving any claim or right against the CLIENT, and without liability whatsoever to the CLIENT, terminate the performance of the services. Retainers shall be credited on the final invoice.

Accounts unpaid 60 days after the invoice date may be subject to a monthly service charge of 1.5% on the unpaid balance (18% true annual rate), at the sole discretion of the ENGINEER. In the event any portion of an account remains unpaid 90 days after billing, the CLIENT shall pay all costs of collection, including reasonable attorney's fees.

The CLIENT shall indemnify and hold harmless the ENGINEER and all of its personnel and subcontractors from and against any and all claims, damages, losses and expenses arising out of or resulting from the performance of the services, provided that such claim, damage loss or expense is caused in whole or in part by the negligent act, omission, and/or strict liability of the CLIENT, anyone directly or indirectly employed by the CLIENT (except the ENGINEER), or anyone for whose acts any of them may be liable.

In recognition of the relative risks, rewards and benefits of the project to both the CLIENT and the ENGINEER, the CLIENT agrees that to the fullest extent permitted by law, the ENGINEER's total liability to the CLIENT for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes shall not exceed the fee for services. Such causes include, but are not limited to, the ENGINEER's or the ENGINEER's subcontractors, negligence, errors, omissions, strict liability, or breach of contract.

This agreement may be terminated by either the CLIENT or the ENGINEER should the other fail to perform its obligation hereunder. In the event of termination, the CLIENT shall pay the ENGINEER for all services rendered to the date of termination, all reimbursable expenses, and all reasonable expenses of termination.

All documents produced by the ENGINEER under this agreement shall remain the property of the ENGINEER and may not be used by the CLIENT for any other endeavor without written consent of the ENGINEER.

This Agreement shall be governed by the laws of the State of Maine.



## Plymouth Engineering, Inc.

P.O. Box 46 – 30 Lower Detroit Road

Plymouth, Maine 04969

info@plymouthengineering.com

tel: (207) 257-2071 fax: (207) 257-2130

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### 2019 Rate Schedule

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<i>STAFFING</i>	<i>HOURLY RATE</i>
Principal-in-Charge	\$100.00
Senior Project Manager	\$80.00
Project Manager	\$80.00
Senior Engineers (Civil, Environmental, Structural)	\$80.00
Project Engineers (Civil, Environmental, Structural)	\$75.00
Junior Engineers (Civil, Environmental, Structural)	\$65.00
Registered Architect	\$80.00
Architectural Intern	\$60.00
Landscape Architect/Planner	\$80.00
Drafting Production	\$60.00
Construction Monitoring/Inspection/Administration	\$55.00 – 95.00
Clerical	\$42.00
Sub-Consultants	Cost + 10% administrative fee
Mileage	Prevailing IRS Rate
Miscellaneous Reimbursable Expenses	At Cost

The hourly rates and other costs described above are effective as of June 1, 2019. All contracted work that extends beyond a rate change will be invoiced at the rates applicable at the time this Contract was executed.

All services on client's behalf related to mediation, arbitration and/or trial regarding work unrelated to Plymouth Engineering design services, including but not limited to preparation, depositions, witness and expert witness, shall be billed at 175% of the standard hourly rates.

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Current Account Status

G 3-767-00 RESERVE ACCT / REC AREA RES

-339,267.04 = Beg Bal                      56.09 = YTD Net                      -339,598.28 = Balance  
-387.33 = Adjust                      0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type		Debits	Credits
07	0004		07/02/19		BBA RESEVE INT/FMV CHANGE	B	GJ	0.00	387.33
08	0116	2068	08/14/19	01248 PLYMOUTH ENG	BALANCE OF SERVICES	R	AP	56.09	0.00
Totals-								56.09	387.33

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	0.00	0.00	387.33
August	56.09	0.00	0.00	0.00
Totals	56.09	0.00	0.00	387.33

D-5-d



## Edythe L. Dyer Community Library

269 Main Road North, Hampden, Maine 04444 • (207) 862-3550

September 5, 2019

To: Paula Scott

From: Debbie Lozito

Subject: Fire Escape replacement Library Reserve Request—Account # 3-763-00

I would like to request authorization of up to \$1300.00 to replace the fire escape stairs at the library. The stairs are very steep and have no spindles as per code.

Thank you for your consideration,

Debbie Lozito

Current Account Status

G 3-763-00 RESERVE ACCT / LIBRARY

-22,412.47 = Beg Bal                      0.00 = YTD Net                      -22,438.06 = Balance  
-25.59 = Adjust                      0.00 = YTD Enc

Per	Jrnl	Check	Date	Vendor-----	Description-----	RCB / Type		Debits	Credits
07	0004		07/02/19		BBA RESEVE INT/FMV CHANGE	B	GJ	0.00	25.59
Totals-								0.00	25.59

Monthly Summary

Month	--Regular Entries--		--Balance Entries--	
	Debits	Credits	Debits	Credits
July	0.00	0.00	0.00	25.59
Totals	0.00	0.00	0.00	25.59





**TOWN OF HAMPDEN**  
**DEPARTMENT OF PUBLIC WORKS**

106 WESTERN AVE.  
HAMPDEN, ME 04444

TEL 862-3337

FAX 862-5067

September 5, 2019

To: Paula Scott  
From: Sean Currier  
Subject: 2019 Equipment Reserve Request

Hampden sidewalk winter maintenance is a continual concern for the DPW staff and the residents of Hampden. With the steadily increasing amount of sidewalk we maintain, we have one trackless machine which has a sander/salt applicator on the rear and a backup unit, John Deere tractor, with a salt applicator.

The existing back up salt applicator is at end of its usefulness and no longer functions. With the amount of sidewalks we have increasing by 1.73 miles next year, and with inevitable mechanical down time of primary equipment, I would like to purchase the replacement salt applicator to ensure we have means to maintain our sidewalks.

Please consider my request for expenditure of funds from the DPW Equipment reserve account 3-717-00 in the amount of up to \$1,299.00 for the replacement of the existing salt applicator for the small 2520 John Deere tractor.

Thank you for your consideration.

Sean Currier

# HAMMOND TRACTOR COMPANY

Hammond Tractor  
26 John Deere Road  
Auburn, ME 04210  
(207) 783-2591  
(207) 783-2591

Quote Issued By: Jacob Neal

Quote Issued To: TOWN OF HAMPDEN  
106 WESTERN AVE  
HAMPDEN, ME 04444  
GREG NASH 207-862-3034 (B)

Quote #:135186  
Issue Date:8/29/2019  
Expire Date:9/29/2019

## Items Listed For Sale

Stock #	Make	Model	Description	List	Sale Price	Discount	Total
62843	J S	PS203	VICON PS203 3PT 440# SPREADER - SERIAL #56669	0.00	1299.00	0.00	1299.00
	WOODHOUSE						

### NOTES:

Total Sale Price:	\$1,299.00
Less Mfg Rebates:	\$0.00
<b>Subtotal:</b>	<b>\$1,299.00</b>
Trade:	\$0.00
Trade Difference:	\$1,299.00
Sales Tax:	\$0.00
Down Payment:	\$0.00
Payoff:	\$0.00
<b>Balance Due:</b>	<b>\$1,299.00</b>

## Equipment Warranty Info

<input type="checkbox"/> _____ Warranty On _____ for _____ days from (date) _____ excludes transportation.	Accepted By: _____
<input type="checkbox"/> Sold as is. There is no Warranty of any kind expressed or implied. Buyer responsible for all repairs.	Accepted By: _____
<input type="checkbox"/> Disclaimer: Equipment sold for parts use only and may not be equipped with safety devices required for safe operation or use. Buyer assumes all risk and liability associated with equipment.	Accepted By: _____
<input type="checkbox"/> Used equipment may not be equipped with the latest safety devices which may be available at additional costs.	Accepted By: _____
<input type="checkbox"/> Ballast is required for traction and stability when operating tractors in rough terrain or with implements.	Accepted By: _____
<input type="checkbox"/> Customer is responsible for verification of PTO shaft lengths	Accepted By: _____

### NO WARRANTY ON USED EQUIPMENT UNLESS OTHERWISE SPECIFIED

If payment is not received as stated above, interest will be charged at 1 3/4% per month, which is an ANNUAL PERCENTAGE RATE of 21% of the unpaid balance. Without qualifying the obligation to make such payments or complete responsibility for the insured and safekeeping of the property meanwhile, the undersigned agrees that title, ownership and right of possession of machine(s) and equipment ordered shall remain the property of the Seller until actually paid in full.

Salesman: Jacob Neal

Purchaser: \_\_\_\_\_

Committed People.....Exceptional Value

D-5-f



**Memorandum**

TO: Town Council  
FROM: Paula Scott, Interim Manager  
DATE: September 11, 2019  
RE: USGS request for eel  
research/access to Papermill Park

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The attached request has come forward from Joseph Zydlewski of the U.S. Geological Survey Maine Cooperative Fish and Wildlife Research Unit. As in years past, he is seeking authorization for temporary vehicular access to Papermill Park for the purposes of installing a weir to study eel migration, movement and survival.

If this request is authorized, the work and access will be coordinated through the Department of Public Works and the Recreation Department.



Paula Scott <clerk@hampdenmaine.gov>

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## Eel weir at Papermill Park

1 message

Joseph Zydlewski <josephz@maine.edu>

Thu, Sep 5, 2019 at 3:30 PM

To: Jim Chandler <townmanager@hampdenmaine.gov>

Dear Paula,

Thanks for the conversation concerning access to the Papermill Park on the Soudabscook Stream for our continuing American eel study at the University of Maine. The work entails access to the stream through the gate twice a day (morning and evening) to set and check the trap after fishing through the night. This work is permitted through Maine DMR and through the USFWS (Section 7 under the ESA).

We have had council consider whether to allow this on an annual basis and would appreciate it being considered, as per our conversation, at the next meeting.

Thank you for your help in this matter.

Joe Z

--

Joseph Zydlewski  
Assistant Unit Leader  
US Geological Survey - Maine Cooperative Fish and Wildlife Research Unit  
and  
Professor of Fisheries Science  
Department of Wildlife, Fisheries, and Conservation Biology  
5755 Nutting Hall  
University of Maine  
Orono, 04469  
Phone: 207-581-2853  
Email: josephz@maine.edu

"There is no possible narrative for our nation that benefits from racism, sexism or religious intolerance – or their tacit approval"

Ivan P. McPike (Mayor, A/L)  
Stephen L. Wilde (1)  
Dennis R. Marble (2)

**TOWN OF HAMPDEN**  
IN THE TOWN COUNCIL

Terry McAvoy (3)  
David I. Ryder (4)  
Eric Jarvi (A/L)  
Shelby Wright (A/L)

**Order: 2019-07**

**Adoption: September 16, 2019**

**ORDER AUTHORIZING WEIR INSTALLATION AND  
EEL RESEARCH AT PAPERMILL PARK**

**ORDERED**, that the Town Council hereby approves a request from Joseph Zydlewski of the U.S. Geological Survey Maine Cooperative Fish and Wildlife Research Unit and authorizes temporary vehicular access to Papermill Park for the purpose of installing a weir to study eel migration timing, movement patterns and survival.

The actions authorized herein are as set forth in permits issued by the Maine Department of Inland Fisheries and Wildlife Service, including:

- Temporary vehicular access to Papermill Park for the purposes of installing the weir
- Twice-daily monitoring of the weir trap;
- Posting of a small sign near the weir site to educate the public regarding the research, and including researchers' contact information;
- Term of weir installation between August 1 and December 31 of each of five years, beginning in 2015, subject to annual Town Council reauthorization.

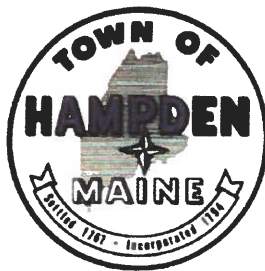
The work, including site access shall be coordinated through the Department of Public Works and Recreation Department as needed.

Town clerk:

ORDERED by a majority of the Town Council:

\_\_\_\_\_  
Paula Scott

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Memorandum**

TO: Town Council  
FROM: Paula Scott, Interim Manager  
DATE: September 12, 2019  
RE: Amendments to the General Assistance Ordinance

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The new appendices for the Town of Hampden General Assistance Ordinance are following this memo, which includes the new proposed maximums. This is a standard update that occurs every year. In years past Council has inquired as to why this comes before the body when it is State mandated; the answer is set out in the memo from the State which also indicates that Towns can set different maximums as long as those maximums don't fall *below* the Department's numbers. It is the recommendation of staff to adopt the maximums provided.

Janet T. Mills  
Governor

Jeanne M. Lambrew, Ph.D.  
Commissioner



Maine Department of Health and Human Services  
Office for Family Independence  
109 Capitol St.  
11 State House Station  
Augusta, Maine 04333-0011  
Tel.: (207) 624-4168; Toll-Free: (800) 442-6003  
TTY: Dial 711 (Maine Relay); Fax: (207) 287-3455

To: Welfare Officials and Contracted Agents  
From: Sara Russell, Program Manager, General Assistance  
Date: September 6, 2019  
Subject: New GA Maximums

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Enclosed please find the following items:

- MMA's new (October 1, 2019–September 30, 2020) **“General Assistance Ordinance Appendices”** (A – F and H).
- **“GA Maximums Adoption Form”** which was developed so that municipalities may easily send DHHS proof of GA maximums adoption. Once the selectpersons or council adopts the new maximums, the enclosed form should be signed and submitted to DHHS. (see *“Filing of GA Ordinance and/or Appendices”* below for further information).

### **Appendix A – F & Appendix H**

The enclosed Appendices A – F, and Appendix H have been revised for your municipality's General Assistance Ordinance. These new Appendices, **once adopted**, should replace the existing Appendices A – F and Appendix H. Even if you have already adopted MMA's model General Assistance Ordinance, **the municipal officers must approve/adopt the new Appendices yearly.**

### **The Adoption Process**

The **municipal officers (i.e., selectpersons/council)** adopt the local **General Assistance Ordinance and yearly Appendices**, even in town meeting communities. The law requires that the municipal officers adopt the ordinance and/or Appendices **after notice and hearing**. Seven days posted notice is recommended, unless local law (or practice) provides otherwise.

At the hearing, the municipal officers should:

- 1) Allow all interested members of the public an opportunity to comment on the proposed ordinance;
- 2) End public discussion, close the hearing; and
- 3) Move and vote to adopt the ordinance either in its posted form or as amended in light of public discussion.

### **Municipalities May Establish Their Own Maximums**

Municipalities may establish their own maximum levels of assistance provided that the proposed levels of assistance are reasonable and meet adequate standards sufficient to maintain the health and safety of applicants in the municipality. The municipality must submit to the Department documentation to justify these levels of assistance and verify that the figures developed are appropriate to maintain health and decency.

A municipality's maximum assistance level for Food may not be below the Department provided figures which are issued by the USDA and published annually following a study of cost of food for various family sizes. A market basket survey may be used to establish food maximums if the maximums provided by the USDA are insufficient to maintain health in the municipality.

### **Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit their web site [www.memun.org](http://www.memun.org)).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.



## 2019-2020 GA Overall Maximums

### Metropolitan Areas

Persons in Household					
COUNTY	1	2	3	4	5*
<b>Bangor HMFA:</b> Bangor, Brewer, Eddington, Glenburn, Hampden, Hermon, Holden, Kenduskeag, Milford, Old Town, Orono, Orrington, Penobscot Indian Island Reservation, Veazie	759	862	1,096	1,373	1,924
<b>Cumberland County HMFA:</b> Baldwin, Bridgton, Brunswick, Harpswell, Harrison, Naples, New Gloucester, Pownal, Sebago	865	909	1,176	1,634	1,866
<b>Lewiston/Auburn MSA:</b> Auburn, Durham, Greene, Leeds, Lewiston, Lisbon, Livermore, Livermore Falls, Mechanic Falls, Minot, Poland, Sabattus, Turner, Wales	725	783	1,007	1,265	1,606
<b>Penobscot County HMFA:</b> Alton, Argyle UT, Bradford, Bradley, Burlington, Carmel, Carroll plantation, Charleston, Chester, Clifton, Corinna, Corinth, Dexter, Dixmont, Drew plantation, East Central Penobscot UT, East Millinocket, Edinburg, Enfield, Etna, Exeter, Garland, Greenbush, Howland, Hudson, Kingman UT, Lagrange, Lakeville, Lee, Levant, Lincoln, Lowell town, Mattawamkeag, Maxfield, Medway, Millinocket, Mount Chase, Newburgh Newport, North Penobscot UT, Passadumkeag, Patten, Plymouth, Prentiss UT, Seboeis plantation, Springfield, Stacyville, Stetson, Twombly UT, Webster plantation, Whitney UT, Winn, Woodville	725	728	964	1,208	1,330
<b>Portland HMFA:</b> Cape Elizabeth, Casco, Chebeague Island, Cumberland, Falmouth, Freeport, Frye Island, Gorham, Gray, Long Island, North Yarmouth, Portland, Raymond, Scarborough, South Portland, Standish, Westbrook, Windham, Yarmouth; Buxton, Hollis, Limington, Old Orchard Beach	1,089	1,191	1,526	2,037	2,418
<b>Sagadahoc HMFA:</b> Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Perkins UT, Phippsburg, Richmond, Topsham, West Bath, Woolwich	809	915	1,076	1,425	1,677

## Appendix A

Effective: 10/01/19-09/30/20

COUNTY	1	2	3	4	5*
<b>York County HMFA:</b> Acton, Alfred, Arundel, Biddeford, Cornish, Dayton, Kennebunk, Kennebunkport, Lebanon, Limerick, Lyman, Newfield, North Berwick, Ogunquit, Parsonsfield, Saco, Sanford, Shapleigh, Waterboro, Wells	899	961	1,190	1,525	1,692
<b>York/Kittery/S.Berwick HMFA:</b> Berwick, Eliot, Kittery, South Berwick, York	1,112	1,143	1,511	1,893	2,654

\*Note: Add \$75 for each additional person.

### Non-Metropolitan Areas

#### Persons in Household

COUNTY	1	2	3	4	5*
<b>Aroostook County</b>	640	696	816	1,100	1,180
<b>Franklin County</b>	669	715	828	1,084	1,468
<b>Hancock County</b>	818	855	1,036	1,307	1,433
<b>Kennebec County</b>	752	777	969	1,273	1,360
<b>Knox County</b>	781	786	969	1,269	1,379
<b>Lincoln County</b>	849	869	1,038	1,326	1,541
<b>Oxford County</b>	748	752	920	1,299	1,511
<b>Piscataquis County</b>	645	700	865	1,144	1,373
<b>Somerset County</b>	699	733	942	1,228	1,316
<b>Waldo County</b>	801	855	979	1,316	1,676
<b>Washington County</b>	698	702	910	1,140	1,243

\* Please Note: Add \$75 for each additional person.

## **Appendix B**

**Effective: 10/01/19 to 09/30/20**

### **2019-2020 Food Maximums**

**Please Note:** The maximum amounts allowed for food are established in accordance with the U.S.D.A. Thrifty Food Plan. As of October 1, 2019, those amounts are:

<b>Number in Household</b>	<b>Weekly Maximum</b>	<b>Monthly Maximum</b>
1	\$ 45.12	\$ 194
2	82.56	355
3	118.37	509
4	150.23	646
5	178.60	768
6	214.19	921
7	236.74	1,018
8	270.70	1,164

**Note: For each additional person add \$146 per month.**

## 2019-2020 GA Housing Maximums (Heated & Unheated Rents)

**NOTE: NOT ALL MUNICIPALITIES SHOULD ADOPT THESE SUGGESTED HOUSING MAXIMUMS!** Municipalities should **ONLY consider** adopting the following numbers, if these figures are consistent with local rent values. If not, a market survey should be conducted and the figures should be altered accordingly. The results of any such survey must be presented to DHHS prior to adoption. **Or**, no housing maximums should be adopted and eligibility should be analyzed in terms of the Overall Maximum—Appendix A. (*See Instruction Memo for further guidance.*)

### **Non-Metropolitan FMR Areas**

<b><u>Aroostook County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	113	487	137	587
1	117	502	147	634
2	133	572	173	743
3	186	799	236	1,015
4	192	826	251	1,079
<b><u>Franklin County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	120	516	143	616
1	121	521	152	653
2	141	606	176	755
3	182	783	232	999
4	266	1,145	318	1,367
<b><u>Hancock County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	155	667	178	764
1	155	667	184	791
2	184	792	223	958
3	234	1,007	283	1,216
4	248	1,067	308	1,324
<b><u>Kennebec County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	140	601	162	698
1	140	601	166	713
2	169	725	207	891
3	226	973	275	1,182
4	231	994	291	1,251

**Non-Metropolitan FMR Areas**

<b><u>Knox County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	147	630	169	727
1	147	630	169	727
2	169	725	207	891
3	225	969	274	1,178
4	235	1,013	295	1,270
<b><u>Lincoln County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	162	698	185	795
1	162	698	187	805
2	185	794	223	960
3	238	1,026	287	1,235
4	273	1,175	333	1,432
<b><u>Oxford County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	139	597	161	694
1	139	597	161	694
2	157	676	196	842
3	232	999	281	1,208
4	266	1,145	326	1,402
<b><u>Piscataquis County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	113	487	135	580
1	119	512	146	627
2	149	640	181	780
3	203	871	244	1,048
4	237	1,019	293	1,262
<b><u>Somerset County</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	127	548	150	645
1	127	548	156	669
2	162	698	201	864
3	216	928	264	1,137
4	221	950	281	1,207



**Non-Metropolitan FMR Areas**

<b>Waldo County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	151	650	174	747
1	154	663	184	791
2	171	735	210	901
3	236	1,016	285	1,225
4	305	1,310	364	1,567

<b>Washington County</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	127	547	150	644
1	127	547	150	644
2	155	666	193	832
3	195	840	244	1,049
4	204	877	264	1,134

**Metropolitan FMR Areas**

<b>Bangor HMFA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	141	608	164	705
1	156	670	186	798
2	198	852	237	1,018
3	249	1,073	298	1,282
4	362	1,558	422	1,815

<b>Cumberland Cty. HMFA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	166	714	189	811
1	167	717	197	845
2	217	932	255	1,098
3	310	1,334	359	1,543
4	349	1,500	409	1,757

<b>Lewiston/Auburn MSA</b>	<b>Unheated</b>		<b>Heated</b>	
Bedrooms	Weekly	Monthly	Weekly	Monthly
0	133	574	156	671
1	137	591	167	719
2	177	763	216	929
3	224	965	273	1,174
4	288	1,240	348	1,497

**Metropolitan FMR Areas**

<b><u>Penobscot Cty. HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	133	574	156	671
1	133	574	156	671
2	167	720	206	886
3	211	908	260	1,117
4	224	964	284	1,221
<b><u>Portland HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	218	938	241	1,035
1	232	999	262	1,127
2	298	1,282	337	1,448
3	404	1,737	453	1,946
4	477	2,052	537	2,309
<b><u>Sagadahoc Cty. HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	153	658	176	755
1	168	723	198	851
2	193	832	232	998
3	262	1,125	310	1,334
4	305	1,311	365	1,568
<b><u>York Cty. HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	174	748	197	845
1	179	769	209	897
2	220	946	259	1,112
3	285	1,225	333	1,434
4	308	1,326	368	1,583
<b><u>York/Kittery/S. Berwick HMFA</u></b>	<b><u>Unheated</u></b>		<b><u>Heated</u></b>	
<b>Bedrooms</b>	<b>Weekly</b>	<b>Monthly</b>	<b>Weekly</b>	<b>Monthly</b>
0	223	961	246	1,058
1	223	961	251	1,079
2	295	1,267	333	1,433
3	370	1,593	419	1,802
4	532	2,288	592	2,545

## 2019-2020 GA MAXIMUMS SUMMARY SHEET

Note: The overall maximums found in *Appendices A, B, C, D, E, and F* are effective from October 1, 2019 to September 30, 2020.

### APPENDIX A - OVERALL MAXIMUMS

<u>County</u>	<u>Persons in Household</u>					
	1	2	3	4	5	6
NOTE: For each additional person add \$75 per month.						
(The applicable figures from Appendix A, <i>once adopted</i> , should be inserted here.)						

### APPENDIX B - FOOD MAXIMUMS

<u>Number in Household</u>	<u>Weekly Maximum</u>	<u>Monthly Maximum</u>
1	\$ 45.12	\$ 194
2	82.56	355
3	118.37	509
4	150.23	646
5	178.60	768
6	214.19	921
7	236.74	1,018
8	270.70	1,164
NOTE: For each additional person add \$144 per month.		

### APPENDIX C - HOUSING MAXIMUMS

<u>Number of Bedrooms</u>	<u>Unheated</u>		<u>Heated</u>	
	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>
0				
1				
2				
3				
4				
(The applicable figures from Appendix C, <i>once adopted</i> , should be inserted here.)				

*FOR MUNICIPAL USE ONLY*



## APPENDIX D - UTILITIES

### ELECTRIC

**NOTE:** For an electrically heated dwelling also see "Heating Fuel" maximums below. But remember, an applicant is *not automatically* entitled to the "maximums" established—applicants must demonstrate need.

**1) Electricity Maximums for Households *Without Electric Hot Water*:** The maximum amounts allowed for utilities, for lights, cooking and other electric uses *excluding* electric hot water and heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$14.00	\$60.00
2	\$15.70	\$67.50
3	\$17.45	\$75.00
4	\$19.90	\$86.00
5	\$23.10	\$99.00
6	\$25.00	\$107.00

**NOTE:** For each additional person add \$7.50 per month.

**2) Electricity Maximums for Households *With Electrically Heated Hot Water*:** The maximum amounts allowed for utilities, hot water, for lights, cooking and other electric uses *excluding* heat:

<u>Number in Household</u>	<u>Weekly</u>	<u>Monthly</u>
1	\$20.65	\$89.00
2	\$23.75	\$102.00
3	\$27.70	\$119.00
4	\$32.25	\$139.00
5	\$38.75	\$167.00
6	\$41.00	\$176.00

**NOTE:** For each additional person add \$10.00 per month.

**NOTE:** For electrically heated households, the maximum amount allowed for electrical utilities per month shall be the sum of the appropriate maximum amount under this subsection and the appropriate maximum for heating fuel as provided below.

## APPENDIX E - HEATING FUEL

<u>Month</u>	<u>Gallons</u>	<u>Month</u>	<u>Gallons</u>
September	50	January	225
October	100	February	225
November	200	March	125
December	200	April	125
		May	50

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**NOTE:** When the dwelling unit is heated electrically, the maximum amount allowed for heating purposes will be calculated by multiplying the number of gallons of fuel allowed for that month by the current price per gallon. When fuels such as wood, coal and/or natural gas are used for heating purposes, they will be budgeted at actual rates, if they are reasonable. No eligible applicant shall be considered to need more than 7 tons of coal per year, 8 cords of wood per year, 126,000 cubic feet of natural gas per year, or 1000 gallons of propane.

## **APPENDIX F - PERSONAL CARE & HOUSEHOLD SUPPLIES**

<b><u>Number in Household</u></b>	<b><u>Weekly Amount</u></b>	<b><u>Monthly Amount</u></b>
1-2	\$10.50	\$45.00
3-4	\$11.60	\$50.00
5-6	\$12.80	\$55.00
7-8	\$14.00	\$60.00

**NOTE:** For each additional person add \$1.25 per week or \$5.00 per month.

## **SUPPLEMENT FOR HOUSEHOLDS WITH CHILDREN UNDER 5**

When an applicant can verify expenditures for the following items, a special supplement will be budgeted as necessary for households with children under 5 years of age for items such as cloth or disposable diapers, laundry powder, oil, shampoo, and ointment up to the following amounts:

<b><u>Number of Children</u></b>	<b><u>Weekly Amount</u></b>	<b><u>Monthly Amount</u></b>
1	\$12.80	\$55.00
2	\$17.40	\$75.00
3	\$23.30	\$100.00
4	\$27.90	\$120.00

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## **Funeral Maximums**

### **Burial Maximums**

The maximum amount of general assistance granted for the purpose of burial is **\$1,475**. Additional costs may be allowed by the GA administrator, where there is an actual cost, for:

- the wholesale cost of a cement liner if the cemetery by-laws require one;
- the opening and closing of the grave site; and
- a lot in the least expensive section of the cemetery. If the municipality is able to provide a cemetery lot in a municipally owned cemetery or in a cemetery under municipal control, the cost of the cemetery lot in any other cemetery will not be paid by the municipality.

The municipality's obligation to provide funds for burial purposes is limited to a reasonable calculation of the funeral director's direct costs, not to exceed the maximum amounts of assistance described in this section. Allowable burial expenses are limited to:

- removal of the body from a local residence or institution
- a secured death certificate or obituary
- embalming
- a minimum casket
- a reasonable cost for necessary transportation
- other reasonable and necessary specified direct costs, as itemized by the funeral director and approved by the municipal administrator.

### **Cremation Maximums**

The maximum amount of assistance granted for a cremation shall be **\$1,025**. Additional costs may be allowed by the GA administrator where there is an actual cost, for:

- a cremation lot in the least expensive section of the cemetery
- a reasonable cost for a burial urn not to exceed \$55
- transportation costs borne by the funeral director at a reasonable rate per mile for transporting the remains to and from the cremation facility.

### **Municipalities May Establish Their Own Maximums**

Municipalities may establish their own maximum levels of assistance provided that the proposed levels of assistance are reasonable and meet adequate standards sufficient to maintain the health and safety of applicants in the municipality. The municipality must submit to the Department documentation to justify these levels of assistance and verify that the figures developed are appropriate to maintain health and decency.

A municipality's maximum assistance level for Food may not be below the Department provided figures which are issued by the USDA and published annually following a study of cost of food for various family sizes. A market basket survey may be used to establish food maximums if the maximums provided by the USDA are insufficient to maintain health in the municipality.

### **Filing of GA Ordinance and/or Appendices**

Please remember that General Assistance law requires each municipality to send DHHS a copy of its ordinance once adopted. *(For a copy of the GA model ordinance, please call MMA's Publication Department, or visit their web site [www.memun.org](http://www.memun.org)).* In addition, any changes or amendments, such as new Appendices, must also be submitted to DHHS. DHHS will accept the enclosed "adoption sheet" as proof that a municipality has adopted the current GA maximums.



D-5-h

Paula Scott <clerk@hampdenmaine.gov>

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## Agenda item for 9-16 Town Council meeting

1 message

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**Terry McAvoy** <mcavoytowncouncil@hampdenmaine.gov>

Wed, Sep 4, 2019 at 8:23 AM

To: mcpiketowncouncil@hampdenmaine.gov

Cc: towncouncil@hampdenmaine.gov, Jim Chandler <townmanager@hampdenmaine.gov>

Ivan, please add the following to the TC agenda for 9-16-19: Councilor/Management interaction. Thank you. Terry

Sent from my iPad